

REQUIREMENTS FOR CHANGE OF USE, USE TO USE, AND RESIDENTIAL TO COMMERCIAL

1. Insure that the property is zoned the proposed usage.
2. Apply for and obtain an approved site plan from the Development Review Division.
3. Provide 2 sets of signed and sealed plans for the structure to show how it is to be brought up to current code. Plans must be sealed by a State of Florida licensed Architect or Engineer.
4. Secure a Contractor.
5. The structure must meet all current code as stated in: 2004 Florida Building, Plumbing, Mechanical, and Fuel/Gas Codes as well as the 2002 National Electric Code, and the 2005 Florida Fire Prevention Code.
6. Some area's of specific concern include but are not limited to: means of egress, occupation type, allowable building area, fire resistant construction, building construction type, windload analysis of the structure, complete energy code calculation for the structure, complete accessibility to the structure, minimum plumbing fixture requirements, complete electrical rewire to commercial specifications.

Above are the requirements for a change of use permit from one commercial usage to another commercial usage, and from a residential usage to a commercial usage. We recommend that you

attend a pre-application meeting. It is free and you will have a chance to ask questions about your proposed project from a representative from all departments involved in the permitting process.

To schedule a Pre-application meeting please contact:

Sharon Ali - 407-665-7376